



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL


**Office of the Schools Division  
Superintendent**

MEMORANDUM  
MLC-2023- 408

TO : BEN JOFIL B. DIEGO, EdD – EPS-II ALS  
TROXIE GAVECT TORRES – T-III  
ANTONIETA BACANG - T-III  
REIGNUELLE A. SEDIEGO – T-III  
JEROME RESOOR – T-III  
NICO JAY HERRERA – T-III  
DIANNA CHRISTINE NOTARTE - T-III

*(through the Public Schools District Supervisors)*

By the Authority of the Schools Division Superintendent:

FROM :  **NILITA L. RAGAY, EdD**  
CID-Chief/ASDS  
Office-In-Charge

SUBJECT : **ATTENDANCE & DOCUMENTATION COMMITTEE COORDINATION  
MEETING**

DATE : **JUNE 14, 2023**

1. This office thru the Curriculum Implementation Division (CID) will conduct a **COORDINATION MEETING TO ALL THE MEMBERS OF ATTENDANCE & DOCUMENTATION COMMITTEE** for the upcoming Regional Festival of Talents (RFOT) on June 16, 2023 8:00am at 2<sup>ND</sup> Floor, Library Hub, DepEd Division of Negros Oriental.
2. School Heads/PSDS are advised to notify their participants prior to the conduct of this activity.
3. Travelling, food and other incidental expenses shall be charged against school MOOE/local funds subject to the usual accounting and auditing rules and regulations.
4. This memorandum serves as Travel Order pursuant to DO No. 46, s2022
5. For information, guidance and compliance.

NCO/MCP-JMA-NLR/CID Chief/bjbd  
June 14, 2023

14 JUN 2023



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